

SECTION C
DESCRIPTION/SPECIFICATION/WORK STATEMENT

C.1 REQUIREMENTS AND STANDARDS.

The work and services to be performed shall be subject to the requirements and standards contained in the following:

A. Statement of Work, entitled "DEIS II" and referenced as Attachment 1 in Section J; incorporation of the Contractor's Proposal dated 8 Apr 1996, as revised 3 Jun 1996, and the Best and Final Offer dated 13 Jun 1996; and in the task orders to be issued later. In addition, also incorporated is Contractor's Proposal dated 9 Feb 1998, as revised 17 Apr 1998, 7 May 1998 and 18 Jun 1998.

B. Data Requirements and associated Data Item Descriptions, are set forth as Exhibit A in Section J. Specific data requirements will be given in each task order.

C.2 CONTRACT-LEVEL PROGRAM MANAGEMENT.

The contractor shall provide contract-level program management as defined in this contract Section J, Attachment 1 (Statement of Work), paragraph 4.1.1 and as described in the original Contract Management Plan delivered to the Government after contract award in July 1996. Specifically, the contractor shall:

A. Submit to the DEIS II Program Manager and Contracting Officer (KO) a Monthly Contract Status Report (MCSR). The MCSR shall be delivered by e-mail, with the report in a format compatible with Microsoft Word Office 97. The MCSR shall include:

(1) Title Page identifying the contract name and number, and the dates of the reporting period.

(2) Summary, briefly highlighting significant activities and developments occurring during the reporting period.

(3) A Task Order (TO) summary table displaying TO number, TO type, award date, total dollars authorized, expended dollars by year and cumulative dollars expended for both active and (i.e., completed or stopped) TOs.

(4) Technical Activity Summary for each TO organized by customer. Include period of performance, Task Monitor (TM), contractor point of contact (POC), purpose, significant activities during the reporting period and deliverables during the reporting period.

(5) Spend Plan to include:

(a) Previous month's forecast.

(b) Actuals through the month.

(c) Outstanding obligations.

(d) Sum of actuals and outstanding obligations (i.e., maximum Government liability).

(e) Estimate to complete (by month, through the year). Data shall be shown by TO, by customer and by contract.

(6) Small Business (SB), Small Disadvantaged Business (SDB) and Woman-Owned Small Business (WOSB) Goals Report. For each DEIS SB, SDB and WOSB/SDB team mate, identify:

(a) The TO number(s) on which that company is working.

(b) TO Total Dollars authorized for those TOs.

(c) Dollars authorized to team mate.

(d) Team mate percentage of TO Grand Total Dollars authorized.

(e) Dollars paid to team mate.

Include a contract-level summary showing cumulative SB participation as percentage of total dollars authorized and cumulative SDB participation, as a percentage of total dollars authorized over the contract year and over the contract life.

B. Conduct for the Program Manager and Government management officials, quarterly In-Progress Reviews (IPR) program briefings. These IPRs shall normally be conducted at the contractor's facility.

C. Attend Executive Council Meetings hosted by the Deputy Director for C4 & Intelligence Program Integration (DISA/D2). Executive Council Meetings are generally held bi-monthly.

Deliverables: Monthly Contract Status Report, Monthly on the 10th Workday
In-Progress Review Briefing, Quarterly, as scheduled by the Program Manager

C.3 TASK ORDER PROGRAM MANAGEMENT.

The contractor shall provide the technical and functional activities at the contract level needed for the program management of each awarded TO, as defined in this contract, Section J, Attachment 1 (SOW), paragraph 4.1.2. The contractor shall electronically submit to the assigned Task Monitor, with a copy of the transmittal letter to the KO.

A. A TO Management Plan (TOMP), describing the technical approach, organizational resources and management controls to be employed to meet cost, performance and schedule requirements throughout TO execution.

B. A Monthly Status Report (MSR), monitoring the progress, results, significant activities/changes, problems affecting technical, scheduling or cost elements, cost curves showing actual and projected costs, quality assurance, configuration management and security management applied to the TO.

Deliverables: TO Management Plan, 10 Workdays After TO Award
Status Report, 5th Workday of the Month for
Activities of the Preceding Month

C.4 ORDER OF PRECEDENCE.

In the event of an inconsistency between the terms and conditions of this contract and the technical and cost proposals, the inconsistency shall be resolved by giving precedence in the following order:

A. The contract excluding the technical and cost proposals, and then,

B. The technical and cost proposals.

(END OF SECTION C)